

# JOB DESCRIPTION

<b>Job Title:</b>	Education Mental Health Practitioner
<b>Band:</b>	AfC Band 5 – salary based on NHS years of service
<b>Hours:</b>	37.5
<b>Base:</b>	Bristol
<b>Reports to:</b>	Mental Health Support Team Manager
<b>Professionally Accountable to:</b>	EMHP Supervisor

## Job Summary

### Overview

This is a post for a qualified Education Mental Health Practitioner (EMHP) who has completed the Child and Young Person's (CYP) Improving Access to Psychological Therapies (IAPT) course. The EMHP will have skills in assessment and treatment in delivering low intensity evidence-based interventions with CYP presenting with anxiety, low mood and behavioural difficulties. The EMHP will also deliver whole school approaches with a strong emphasis on participation with young people, their families and carers.

This vacancy sits within our Bristol service working in schools in the South, East and Central areas of the city. The post holder will carry a portfolio of both Primary and Secondary Schools and be able to travel between them.

### Summary:

- Delivering evidence-based interventions for children and young people in education settings with mild to moderate mental health problems
- Helping children and young people within these settings who present with more severe or complex problems to timely access to more specialist or alternatively appropriate services
- Supporting and facilitating staff in education settings to identify and where appropriate manage issues related to mental health and wellbeing
- Utilising whole school universal approaches within education environments to improve and raise awareness of mental health.

The post holder will be skilled to accommodate diversity and inclusion in his or her practice. We aim to increase access to evidence-based psychological therapies for children and young people who don't usually access or meet the thresholds for other services.

Our service places a strong emphasis on personal and professional development with opportunities to progress to more senior roles with relevant experience.

The role will build on acquired skills, knowledge and abilities to deliver a service based within education settings that builds on and reinforces but does not replace those initiatives that already exist within these environment.



## Description of duties

	<b>Key Duties on successful completion of training</b>
<b>Therapeutic Assessment and Intervention</b>	<p>Assess and deliver outcome focused, evidence-based interventions in educational settings for children and young people experiencing mild to moderate mental health difficulties, working at all times in collaboration with and giving respect to the education function of the setting in which the post-holder is deployed.</p> <p>Work in partnership to support children and young people experiencing mild to moderate mental health difficulties and their parents/carers, families and educators in the self-management of presenting difficulties.</p> <p>Work in effective, evidence-based partnership with children, young people, their families and their educators in the development of care plans for the intervention and agreed outcomes.</p> <p>Support and empower children, young people, their parents/carers and families and their educators to make informed choices about the interventions being offered.</p> <p>Operate at all times from an inclusive values base, which recognises and respects diversity.</p> <p>Accept referrals within educational settings according to agreed local and national and local protocols.</p> <p>Undertake and record accurate assessments of risk and operate clear risk management processes in line with locally agreed procedures including the safeguarding protocols of the educational setting and Local Safeguarding Board guidance.</p> <p>Adhere to all regulations, processes and procedures within the educational service to which the postholder is attached within the educational setting where the post-holder working including (but not limited to) HR policies, training requirements, referral protocols, and emergency procedures.</p> <p>Signpost referrals of children with more complex needs to a locally identified appropriate relevant service</p> <p>Through case management, supervision and any other relevant local pathway, escalate cases where the level of need or risk is beyond the scope of practice of the postholder.</p> <p>Provide a range of information and support for evidence based psychological treatments, primarily guided self-help.</p> <p>Practice, evidence and demonstrate an ability to manage one's own caseload in conjunction with the requirements of the team.</p> <p>Attend multi-disciplinary and multi-agency meetings relating to referrals or children and young people in treatment, where appropriate.</p>

Keep clear, professionally coherent records of all activity in line with both health and education service protocols and use these records and outcome data to inform decision making.

Complete all requirements relating to data collection.

Assess and integrate issues relating to transitions, education and training/employment into the overall therapeutic process.

Work within a collaborative approach involving a range of relevant others when indicated.

<b>Training &amp; Supervision</b>	<p>Continue to apply learning gained on the training program directly to practice.</p> <p>Contribute to the development of individual or group clinical materials or training materials, and in addition to develop such materials independently as falls within own degree of competence, and under direction of the wider team.</p> <p>Prepare and present case load information to supervisors within the service on an agreed and scheduled basis to ensure safe practice and the governance obligations of the trainee, supervisor and service are delivered.</p> <p>Respond to and implement supervision suggestions by supervisors in practice.</p> <p>Engage in and respond to personal development supervision to improve competences and practice.</p> <p>Disseminate research and service evaluation findings in appropriate formats through agreed channels.</p>
<b>Professional</b>	<p>Ensure the maintenance of standards of own professional practice according to both the postholder's employer and the Higher Education Institution in which they are enrolled.</p> <p>Ensure appropriate adherence to any new recommendations or guidelines set by the relevant departments.</p> <p>Ensure that confidentiality is always protected.</p> <p>Ensure that any risks or issues related to the safety and wellbeing of anyone the postholder comes into contact with in the course of their professional duties are communicated and shared with appropriate parties in order to maintain individual safety and the public interest.</p> <p>Ensure clear objectives are identified, discussed and reviewed with supervisor and senior colleagues on a regular basis as part of continuing professional development.</p> <p>Participate in individual performance review and respond to agreed objectives.</p> <p>Keep all records up to date in relation to Continuous Professional Development and the requirements of the post and ensure personal development plans maintains up to date specialist knowledge of latest theoretical and service delivery models/developments.</p> <p>Attend relevant educational opportunities in line with identified professional objectives.</p>

## General information for all employees

Below is the section of the Job Description with general information for all employees and the requirements on all employees to behave in accordance with AWP values and to support and comply with Policy and Legislation. Some policies are highlighted and must be read by all employees – all AWP policies are available on the intranet to employees or you can ask your manager for the policy. Anyone who has any difficulty understanding these requirements please highlight this to your line manager.

## Values and behaviours

AWP has a set of values. Your behaviours should reflect AWP **PRIDE** values:

**Passion:** Doing my best all of the time

Everything I do is in the interests of everyone who uses our services

I am positive and enthusiastic in my work

I am receptive to new ideas and service improvements

I actively seek opportunities to learn and develop

**Respect:** Listening, understanding and valuing what you tell me

I show compassion and kindness at all times

I am a team player and support my colleagues

I listen carefully and communicate clearly

I respond positively to differences of opinion

**Integrity:** Being open, honest, straightforward and reliable

I encourage and value feedback from others to help me develop

I try to always do what I say I will do

I am open and honest about when things have not gone well

I raise concerns and report incidents that arise

**Diversity:** Relating to everyone as an individual

I try to listen without judging

I respect other people's culture, beliefs and abilities

I actively take account of the needs and views of others

I understand and support the benefits that diversity brings to my team

**Excellence:** Striving to provide the highest quality support

I set high standards for my work and personal conduct

I plan my workload and deliver on my commitments

I make best use of available resources

I put forward ideas to improve the quality of services

## AWP Recovery Statement

AWP places recovery and reablement at the heart of our service. Therefore we all demonstrate the recovery principles of:

- Hope.
- Partnership.
- Maximising opportunities every day, in all that we do.

## Service User Experience Statement

In all service user and carer contact, your attitude, actions and ambitions should reflect wholeheartedly AWP's motto of 'You matter, we care'. Your goal must be to provide for each individual the quality of care, support and involvement that you would personally expect from a leading mental health trust. 'You matter, we care' should shape your approach to all those who have contact with AWP.

## Other Information

### CONFIDENTIALITY

The post holder must ensure that personal information for patients, members of staff and all other individuals is accurate, up-to-date, kept secure and confidential at all times in compliance with relevant legislation, the Caldicott principles and the common law duty of confidentiality. The post holder must follow record-keeping guidelines to ensure compliance with the Freedom of Information Act.

### VALUING DIVERSITY & HUMAN RIGHTS

No person should receive less favourable treatment on the grounds of sex, sexual orientation, marital/partnership status, race, religion, age, creed, colour, ethnic origin, disability, part time working status and real or suspected HIV/AIDS status and must not be placed at a disadvantage by conditions or requirements which cannot be shown to be justifiable. AWP has an **Equality Policy** and it is for each employee to contribute to its success.

### INFECTION CONTROL AND HEALTH AND SAFETY

The prevention and control of infection is the responsibility of all employees. Employees must be aware of **Infection Control Policies**, procedures and the importance of protecting themselves and their clients in maintaining a clean and health environment. All staff must comply with all **Health & Safety Policies and Procedures**. Staff must be aware of the responsibilities placed on them under Health and Safety legislation and to ensure that agreed safety procedures are carried out to maintain a safe environment for employees, patients and visitors.

### NO SMOKING

There is a **Smoke Free Policy** in operation. In accordance with this policy smoking is positively discouraged and is not permitted anywhere within the buildings, on the premises or grounds.

### DATA PROTECTION

If you have contact with computerised data systems you are required to obtain, process, and/or use information held on a computer or word processor in a fair and lawful way, to hold data only for the specific registered purpose and not to use or disclose it in any way incompatible with such purpose. To disclose data only to authorised persons or organisations as instructed. All staff who contribute to patients' care records are expected to be familiar with, and adhere to the **Information Governance Policy**. Staff should be aware that patients' care records will be subject to regular audit.

## **RISK MANAGEMENT**

All AWP employees are accountable, through the terms and conditions of their employment, professional regulations, clinical governance and statutory health and safety regulations, and are responsible for reporting incidents, being aware of the **Risk Management Policy** and emergency procedures and attendance at training as required.

## **SAFEGUARDING & DUTY OF CANDOUR**

AWP is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults. All staff are expected to implement the **Safeguarding Policy** and Procedures, act promptly on concern, communicate effectively and share information appropriately. All staff must be familiar with and adhere to AWP's safeguarding procedures and guidelines. All staff have a Duty of Candour to inform their line manager/supervisor as soon as practicable, when they believe or suspect that treatment or care it provided has caused death or serious injury to a patient.

## **STANDARDS OF BUSINESS CONDUCT AND 'BOUNDARIES'**

You are required to adhere to all corporate policies, including AWP **Standing Orders and Standing Financial Instructions**. This includes not accepting gifts or hospitality in the course of your duties, not acting fraudulently and maintaining appropriate behavioural 'boundaries' regarding your interactions with service users, staff and stakeholders.

This job description is intended as an outline indicator of general areas of activity, and will be amended in the light of the changing needs of the organisation. To be reviewed in conjunction with the post holder on a regular basis. You may be required to work at other locations within AWP as determined by the duties of your post. You may be required to undertake any other duties at the request of the line manager, which are commensurate with the role, including project work, internal job rotation and absence cover. This job description describes responsibilities, as they are currently required. It is anticipated duties will change over time and the job description may need to be reviewed in the future.

